Stormwater Pollution Prevention Plan

Borough of Harrington Park

Bergen County

NJDES #NJG0151718

July 24, 2020

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SPPP Form 1 – SPPP Team Members

All records must be available upon request by NJDEP.

Stormwater Program Coordinator (SPC)	
Print/Type Name and Title	Mark Kiernan, Superintent of Public Works
Office Phone # and eMail	(201)768-0944 and hpdpw@harringtonparknj.gov
Signature/Date	8/11/2020 STEVE NAPP Acting Superintendent
Individual(s) Responsible for Major Development Project Stormwater Management Review	
Print/Type Name and Title	Gregory Polyniak, P.E., P.P., C.M.E., C.P.W.M, Neglia Engineering Associates, Borough Engineering Representative
Print/Type Name and Title	Anthony Kurus, P.E., P.P., C.M.E., Neglia Engineering Associates, Borough Engineering Representative
Print/Type Name and Title	John Dunlea, E.I.T., Neglia Engineering Associates, Borough Engineering Representative
Print/Type Name and Title	
Print/Type Name and Title	
Other SPPP Team Members	
Print/Type Name and Title	Paul A. Hoelscher, Mayor
Print/Type Name and Title	Ann H. Bistritz Borough Clerk/Administrator, Registrar of Vital Statistics
Print/Type Name and Title	Kunjesh Trivedi,Chief Financial Officer, Certified Tax Collector, Tax Search Officer
Print/Type Name and Title	Joseph Zavardino, Building Official

SPPP Form 2 – Revision History

All records must be available upon request by NJDEP.

	Revision Date	SPC Initials	SPPP Form Changed	Reason for Revision
1.	03/25/2005	GN	All	Initial Plan Preparation
2.	03/16/2010	GN	All	Revisions per NJDEP Requirements
3.	09/21/2018	GN	All	Revisions per NJDEP Requirements
4.	06/23/2020	GN	All	Revisions per NJDEP Requirements
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SPPP Form 3 – Public Involvement and Participation Including Public Notice

All records must be available upon request by NJDEP.

1. Website URL where the Stormwater Pollution Prevention Plan (SPPP) is posted online:	https://www.maywoodnj.com/
2. Date of most current SPPP:	Jul 24, 2020
3. Website URL where the Municipal Stormwater Management Plan (MSWMP) is posted online:	http://www.harringtonparknj.gov/index.php/stormwater-management
4. Date of most current MSWMP:	Jul 24, 2020
5. Physical location and/or website URL where associated municipal records of public notices, meeting dates, minutes, etc. are kept:	Borough of Harrington Park Borough Hall 85 Harriot Avenue Harrington Park, NJ 07640 http://www.harringtonparknj.gov/

6. Describe how the permittee complies with applicable state and local public notice requirements when providing for public participation in the development and implementation of a MS4 stormwater program:

For meetings where public notice is required under the Open Public Meetings Act ("Sunshine Law," N.J.S.A. 10:4-6 et seq.), the Borough of Harrington Park provides public notice in a manner that complies with the requirements of that Act. Also, in regard to the passage of ordinances, the Borough of Harrington Park provides public notice in a manner that complies with the requirements of N.J.S.A. 40:49-2. In addition, for municipal actions (e.g., adoption or amendment of the Municipal Stormwater Management Plan) subject to public notice requirements in the Municipal Land Use Law (N.J.S.A. 40:55D-13, 28 and 94), the Borough of Harrington Park complies with those requirements. The Borough also requires that applicants for development meet the notice requirements of N.J.S.A. 40:55D-12.

The Borough of Harrington Park currently posts public notices in the legal section of the local newspaper, "The Record.", and in the lobby of the Harrington Park Borough Hall. The SPPP is located at the Department of Public Works office and Borough Hall, and is available to the New Jersey Department of Environmental Protection (NJDEP), Borough employees, and the public upon request.

All ordinances required by this permit are provided on the Borough's website.

SPPP Form 4 – Public Education and Outreach

All records must be available upon request by NJDEP.

1. Describe how public education and outreach events are advertised. Include specific websites and/or physical locations where materials are available.
To fulfill the annual distribution requirement of the local public education program, the Borough of Harrington Park mails educational brochures provided by the NJDEP with its Annual Recycling and Garbage Pick-up flyer mailing or posts the said stormwater information on the Borough's website. Extra copies are made available at the Borough's municipal building. Event information is made available on the Borough's website (http://www.harringtonparknj.gov/) and the Borough's community sign board at Borough Hall. In addition, educational brochures and other supplemental education information provided by the NJDEP (https://www.nj.gov/dep/dwq/tier_b/education.htm).
2. Describe how businesses and the general public within the municipality are educated about the hazards associated with illicit connections and improper disposal of waste.
Educational materials will also be made available at annual public events, not limited to the Borough's Town Day held at Highland Field.. In addition, educational brochures and other supplemental education information provided by the NJDEP (https://www.nj.gov/dep/dwq/tier_b/education.htm).
3. Indicate where public education and outreach records are maintained.
Borough Hall, 85 Harriot Avenue, Harrington Park, NJ 07640

SPPP Form 5 – Post-Construction Stormwater Management in New Development and Redevelopment Program

All records must be available upon request by NJDEP.

1. How does the municipality define 'major development'?

"Major Development" is defined by the Borough as any development that provides for ultimately disturbing one or more acres of land or increasing impervious surface by one-quarter acre or more. Disturbance, for the purpose of this rule, is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cuffing, or removing of vegetation. Projects undertaken by any government agency which otherwise meet the definition of "major development" but which do not require approval under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., are also considered major development.

2. Does the municipality approach residential projects differently than it does for non-residential projects? If so, how?

For residential projects, the Borough reviews the design and observes the construction of development and redevelopment projects for conformance to the Residential Site Improvement Standards (RSIS) for stormwater management (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in those standards).

For non-residential and commercial projects, the Borough reviews the design and observes the construction of development and redevelopment projects for conformance to the Borough's Stormwater Management Ordinance (including the NJDEP Stormwater Management rules, N.J.A.C. 7:8, referenced in the ordinance).

The Borough's Planning and Zoning Boards review for such compliance before issuing preliminary or final subdivision or site plan approvals under the Municipal Land Use Law even if a separate permit is required by the Department for the same or similar activity (e.g. a Land Use permit). The construction official's office is responsible for such reviews.

Compliance with Attachment C of the Stormwater General Permit Renewal (Design Standards for Storm Drain Inlets) for residential and non-residential projects are outlined on Form 9. Long-term cleaning, operation and maintenance of stormwater management measures for residential and non-residential projects are outlined on Form 13.

3. What process is in place to ensure that municipal projects meet the Stormwater Control Ordinance?

Borough owned projects are designed in accordance with the Borough's Stormwater Management Ordinance and N.J.A.C. 7:8. The Borough performs construction inspection and administration to ensure that projects are constructed as per the bid plans and specifications as well.

4. Describe the process for reviewing major development project applications for compliance with the Stormwater Control Ordinance (SCO) and Residential Site Improvement Standards (RSIS). Attach a flow chart if available.	
All applications for Major Development projects are submitted to the Planning Board and Zoning Board Secretaries. Once received, the submission is forwarded to the Planning Board / Zoning Board of Adjustment Engineers and Planners. The Engineer reviews the plans to make sure they are in compliance with the Stormwater Control Ordinance and Residential Site Improvement Standards. The Planning Board and Zoning Board of Adjustment will not approve any applications that are not in compliance with the SCO and RSIS unless there is a Condition of Approval requiring compliance. If the Condition is included within the Resolution, the applicant will not be permitting to secure a building permit until compliance occurs.	
5. Does the Municipal Stormwater Management Plan include a mitigation plan?	YES
6. What is the physical location of approved applications for major development projects, Major Development Summary Sheets (permit att. D), and mitigation plans?	Borough of Harrington Park Borough Hall 85 Harriot Avenue Harrington Park, New Jersey

SPPP Form 6 – Ordinances

All records must be available upon request by NJDEP.

Ordinance permit cite IV.B.1.b.iii	Date of Adoption	Website URL	Was the DEP model ordinance adopted without change?	Entity responsible for enforcement
1. Pet Waste permit cite IV.B.5.a.i	03/20/06	https://www.ecode360.com/13393013?highlight=pet	No	Borough Police Department & Code Enforcement
2. Wildlife Feeding permit cite IV.B5.a.ii	03/20/06	https://www.ecode360.com/13393056?highlight=fee	No	Borough Police Department & Code Enforcement
3. Litter Control permit cite IV.B5.a.iii	03/20/06	https://www.ecode360.com/13392702	No	Borough Police Department & Code Enforcement
4. Improper Disposal of Waste permit cite IV.B.5.a.iv	03/20/06	https://www.ecode360.com/10329251	No	Borough Police Department & Code Enforcement
5. Containerized Yard Waste/ Yard Waste Collection Program permit cite IV.B.5.a.v	03/20/2006	https://www.ecode360.com/13393067	No	Borough Police Department & Code Enforcement
6. Private Storm Drain Inlet Retrofitting permit cite IV.B.5.a.vi	08/09/2010	https://www.ecode360.com/14817950?highlight=private%20storm%20drain%20inlet&searchId=1014203289132928 9#14817950	No	Borough Police Department, Code Enforcement, and Borough Engineer
7. Stormwater Control Ordinance permit cite IV.B.4.g and IV.B.5.a.vii	06/19/2006	https://www.ecode360.com/13392785	No	Borough Police Department, Code Enforcement, and Borough Engineer
8. Illicit Connection Ordinance permit cite IV.B.5.a.vii and IV.B.6.d	03/20/2006	https://www.ecode360.com/13393091?highlight=connection,connections,illicit%20connection&searchId=1014212172789761 7#13393091	No	Borough Police Department & Code Enforcement
9. Optional: Refuse Container/ Dumpster Ordinance permit cite IV.E.2				

Indicate the location of records associated with ordinances and related enforcement actions:

All records will be kept at the Borough's Administrative Office and / or Borough Police Department at Borough Hall, 15 Park Avenue, Maywood, New Jersey.

The Borough of Harrington Park code enforcement officers and local police will enforce these ordinances. If someone is found to be in violation of an ordinance, they will be issued a written warning for first time offenses, and penalties will be issued for subsequent offenses.

SPPP Form 7 – Street Sweeping

All records must be available upon request by NJDEP.

1. Provide a written description or attach a map indicating which streets are swept as required by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
The Borough of Harrington Park sweeps all municipal curbed roads with inlets, with posted speed limits of 35 mph or less in all areas, with weather and street surface conditions permitting, at least once per month.
2. Provide a written description or attach a map indicating which streets are swept that are NOT required to be swept by the NJPDES permit. Describe the sweeping schedule and indicate if any of the streets are swept by another entity through a shared service arrangement.
The Borough of Harrington Park sweeps all municipal curbed roads with inlets, with posted speed limits of 35 mph or less in all areas, with weather and street surface conditions permitting, at least once per month.
3. Does the municipality provide street sweeping services for other municipalities? If so, please describe the arrangements.
The Borough does not provide street sweeping services for other municipalities.
4. Indicate the location of records, including sweeping dates, areas swept, number of miles swept and total amount of wet tons collected each month. Note which records correspond to sweeping activities beyond what is required by the NJPDES permit, i.e., sweepings of streets within the municipality that are not required by permit to be swept or sweepings of streets outside of the municipality.
Public Works Department Office 66 Schraalenburgh Road Harrington Park, NJ 07640

SPPP Form 8 – Catch Basins and Storm Drain Inlets

All records must be available upon request by NJDEP.

1. Describe the schedule for catch basin and storm drain inlet inspection, cleaning, and maintenance.
The Borough of Harrington Park has implemented an annual catch basin cleaning program to maintain catch basin function and efficiency. All catch basins will be inspected and cleaned as necessary at least once each year. Catch basins with no debris will not be cleaned. At the time of cleaning, the catch basins will also be inspected for proper function. Maintenance will be scheduled for those catch basins that require improvements.
2. List the locations of catch basins and storm drain inlets with recurring problems, i.e., flooding, accumulated debris, etc.
Basins that are located in low-lying areas, in particular those that are in close proximity to a watercourse or within a FEMA 100-Year Flood Plain are monitored.
3. Describe what measures are taken to address issues for catch basins and storm drain inlets with recurring problems and how they are prioritized.
The Borough will inspect these basins regularly and clean as required. This would include inspecting prior to and after significant rainfall events.
4. Describe the inspection schedule and maintenance plan for storm drain inlet labels on storm drains that do not have permanent wording cast into the design.
The Borough periodically inspects all of the storm drains to see if the inlet labels are still affixed. If not, they are replaced as needed. This occurs at a minimum of once per year.
5. Indicate the location of records of catch basin and storm drain inlet inspections and the wet tons of materials collected during catch basin and storm drain inlet cleanings.
Public Works Department Office 66 Schraalenburgh Road Harrington Park, NJ 07640

SPPP Form 9 – Storm Drain Inlet Retrofitting

All records must be available upon request by NJDEP.

1. Describe the procedure for ensuring that municipally owned storm drain inlets are retrofitted.
For almost all inlet locations, the Borough will utilize the NJDOT bicycle safe grate style and (if needed) a Eco-Piece inlet head with a clear space no bigger than two inches across the smallest dimension. Additionally, the Borough has been retrofitting grates during all paving projects with NJDOT bicycle safe grates. All road improvement projects specify compliant storm drain inlets.
2. Describe the inspection process to verify that appropriate retrofits are completed on municipally owned storm drain inlets.
The Borough inspects all municipal road projects to ensure that the inlets have been properly retrofitted as required.
3. Describe the procedure for ensuring that privately owned storm drain inlets are retrofitted.
As part of the construction permit review process, the Borough reviews the site plans to ensure that the plans indicate the required inlet retrofits if they are required.
4. Describe the inspection process to verify that appropriate retrofits are completed on privately owned storm drain inlets.
For any project requiring privately owned storm drains to be retrofitted, the Borough Engineer and the Construction Official inspect the site and to ensure that the inlets are properly retrofitted prior to issuing a final approval and/or Certificate of Occupancy at the end of the project.

SPPP Form 10 – Municipal Maintenance Yards and Other Ancillary Operations

All records must be available upon request by NJDEP.

Complete separate forms for each municipal yard or ancillary operation location.

Address of municipal yard or ancillary operation:
Public Works Department Office
66 Schraalenburgh Road
Harrington Park, NJ 07640

List all materials and machinery located at this location that are exposed to stormwater which could be a source of pollutant in a stormwater discharge:

Raw materials –	Road Salt
Intermediate products –	None
Final products –	None
Waste materials –	Wood Chips
By-products –	None
Machinery –	DPW/Utility trucks, street sweeper
Fuel –	None
Lubricants –	None
Solvents –	None
Detergents related to municipal maintenance yard or ancillary operations –	None
Other –	None

For each category below, describe the best management practices in place to ensure compliance with all requirements in permit Attachment E. If the activity in the category is not applicable for this location, indicate where it occurs. Indicate the location of inspection logs and tracking forms associated with this municipal yard or ancillary operation, including documentation of conditions requiring attention and remedial actions that have been taken or have been planned.
1. Fueling Operations
The Borough does not fuel vehicles on-site. Vehicles are fueled off-site
2. Vehicle Maintenance
The Borough has a fleet inventory and maintenance management program that tracks repairs made to the vehicles and equipment. Vehicle maintenance is performed indoors. Waste oil and materials are properly disposed of or recycled. Non-chlorinated solvents and environmentally friendly products are used, if possible.
3. On-Site Equipment and Vehicle Washing *See permit attachment E for certification and log forms for Underground Storage Tanks.*
The Borough does wash vehicles within its garage. The Borough constructed floor drains, oil water separators, etc. to connect to the existing sanitary main within Schraalenburgh Road. The necessary and required NJDEP Permits were secured to permit this discharge connection.
4. Discharge of Stormwater from Secondary Containment
The Borough does not have secondary containment tanks that discharge to storm water.

5. Salt and De-Icing Material Storage and Handling
The Borough currently stores its de-icing salt in within a permanent salt shed located at the DPW building. At the completion of loading and unloading activities, the Borough DPW inspects for spilled salt with all materials being cleaned up as soon as practical. The Borough does not utilize sand.
6. Aggregate Material and Construction Debris Storage
The Borough does not store aggregate material or construction debris at its DPW complex.
7. Street Sweepings, Catch Basin Clean Out and Other Material Storage
Borough streets are swept a minimum of once a month. Street sweepings and catch basin clean outs are dumped on a pad and promptly loaded into a dumpster. That dumpster is regularly transported to a private disposal facility.
8. Yard Trimmings and Wood Waste Management Sites
Yard trimmings and wood waste are collected weekly at curbside. They are packed into a truck and transported regularly. They are disposed at private disposal facility.
9. Roadside Vegetation Management
The Borough does not perform roadside vegetation maintenance. This is the responsibility of the individual property owners.

SPPP Form 11 – Employee Training

All records must be available upon request by NJDEP.

A. **Municipal Employee Training:** Stormwater Program Coordinator (SPC) must ensure appropriate staff receive training on topics in the chart below as required due to job duties assigned within three months of commencement of duties and again on the frequency below. Indicate the location of associated training sign in sheets, dates, and agendas or description for each topic.

Topic	Frequency	Title of trainer or office to conduct training
1. Maintenance Yard Operations (including Ancillary Operations)	Every year	DPW Superintendent
2. Stormwater Facility Maintenance	Every year	DPW Superintendent
3. SPPP Training & Recordkeeping	Every year	DPW Superintendent
4. Yard Waste Collection Program	Every 2 years	DPW Superintendent
5. Street Sweeping	Every 2 years	DPW Superintendent
6. Illicit Connection Elimination and Outfall Pipe Mapping	Every 2 years	DPW Superintendent
7. Outfall Pipe Stream Scouring Detection and Control	Every 2 years	DPW Superintendent
8. Waste Disposal Education	Every 2 years	DPW Superintendent
9. Municipal Ordinances	Every 2 years	Borough Clerk's Office
10. Construction Activity/Post-Construction Stormwater Management in New Development and Redevelopment	Every 2 years	DPW Superintendent

B. **Municipal Board and Governing Body Members Training:** Required for individuals who review and approve applications for development and redevelopment projects in the municipality. This includes members of the planning and zoning boards, town council, and anyone else who votes on such projects. Training is in the form of online videos, posted at www.nj.gov/dep/stormwater/training.htm.

Within 6 months of commencing duties, watch *Asking the Right Questions in Stormwater Review Training Tool*. Once per term thereafter, watch at least one of the online DEP videos in the series available under Post-Construction Stormwater Management. Indicate the location of records documenting the names, video titles, and dates completed for each board and governing body member. The Planning Board / ZBA Secretary maintains these documents as Borough Hall.

C. **Stormwater Management Design Reviewer Training:** All design engineers, municipal engineers, and others who review the stormwater management design for development and redevelopment projects on behalf of the municipality must attend the first available class upon assignment as a reviewer and every five years thereafter. The course is a free, two-day training conducted by DEP staff. Training dates and locations are posted at www.nj.gov/dep/stormwater/training.htm. Indicate the location of the DEP certificate of completion for each reviewer. The Clerk maintains these documents at Borough Hall.

SPPP Form 12 – Outfall Pipes

All records must be available upon request by NJDEP.

1. **Mapping:** Attach an image or provide a link to the most current outfall pipe map. Maps shall be updated at the end of each calendar year.

   Note that ALL maps must be electronic by 21 Dec 2020 via the DEP's designated electronic submission service. For details, see http://www.nj.gov/dep/dwq/msrp_map_aid.htm.

   http://www.harringtonparknj.gov/images/PDFS/dpw/Stormwater-Outfall-Map---Borough-of-Harrington-Park-10-31-18-.pdf

2. **Inspections:** Describe the outfall pipe inspection schedule and indicate the location of records of dates, locations, and findings.

The Borough inspects MS4 outfall pipes as needed during times when they are not submerged. The Borough will inspect them a minimum of once a year.

The Borough maintains inspection logs at the Department of Public Works office.

3. **Stream Scouring:** Describe the program in place to detect, investigate and control localized stream scouring from stormwater outfall pipes. Indicate the location of records related to cases of localized stream scouring. Such records must include the contributing source(s) of stormwater, recommended corrective action, and a prioritized list and schedule to remediate scouring cases.

The Borough inspects MS4 outfall pipes for scour as needed during times when they are not submerged. The Borough will inspect them a minimum of once a year.

Harrington Park inspects outfalls for signs of scouring. All sites in which scouring is identified will be placed on a prioritized list and repairs will be made in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. In addition, repairs that do not need NJDEP permits will be addressed first. Harrington Park will follow-up each repair with an annual inspection of the site to ensure that scouring has not resumed.

Where ever possible, outfall pipe stream scouring inspections will occur in conjunction with the outfall pipe mapping and/or illicit connection elimination program inspections. All outfall pipes in which scouring had been detected and addressed in the past, should be inspected annually thereafter to ensure the associated stabilization projects were successful. Once it is determined that the scouring repairs have adequately mitigated any subsequent scouring, those outfalls can again be inspected only once during each 5-year permit iteration. The Pipe stream scouring inspection log has been included with this Form.

The Borough maintains inspection logs at the Department of Public Works office.

4. **Illicit Discharges:** Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfall pipes. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form (www.nj.gov/dep/dwq/tier_a_forms.htm) and indicate the location of these forms and related illicit discharge records.

   Note that Illicit Connection Inspection Report Forms shall be included in the SPPP and submitted to DEP with the annual report.

The Borough inspects MS4 outfall pipes for dry weather flows as needed during times when they are not submerged.

The Borough inspects for dry weather flows during routine inspections and maintenance of the MS4's. Harrington Park utilizes the NJDEP Illicit Connection Inspection Report Form to conduct these inspections. Each of these forms will be included with Form 12 of the SPPP.

Outfall pipes that are found to have a dry weather flow or evidence of an intermittent nonstormwater flow will be inspected again to reconfirm the dry weather flow. If Harrington Park or its agents are able to locate the illicit connection / dry weather flow source (and the connection is within the boundaries of the Borough of Harrington Park), Harrington Park will cite the responsible party for being in violation of Harrington Park's municipal code detailing the Illicit Connection Ordinance, if the source is in fact an illicit connection. The Borough will order the responsible part to eliminate the illicit connection via mailed letter.

After the appropriate amount of investigation, if the Borough of Harrington Park is unable to locatethe source of the illicit connection, Harrington Park will submit the Closeout Investigation Form with our Annual Inspection and Recertification. If an illicit connection is found to originate from another public entity, the Borough of Harrington Park will report the illicit connection to the Department.

The Borough maintains inspection logs at the Department of Public Works office.

The Borough of Harrington Park has available to residents a non-emergency Public Works telephone number:

201-768-0944

Residents will be informed during a potential educational material mailing and annual educational events that this number is available for dry weather sightings. The Borough responds to complaints and reports of illicit connections within three (3) months of receipt.

SPPP Form 13 – Stormwater Facilities Maintenance

All records must be available upon request by NJDEP.

1. Detail the program in place for the long-term cleaning, operation and maintenance of each stormwater facility owned or operated by the municipality.

The Borough of Harrington Park has implemented a stormwater facility maintenance program to ensure that all stormwater facilities owned and operated by the Borough function properly. Maywood currently operates the following stormwater facilities: storm drain inlets, catch basins, and culverts.

These stormwater facilities will be inspected at least annually to insure that they are functioning properly. In high risk areas, preventative maintenance will be performed on all stormwater facilities to ensure proper functioning. Harrington Park's stormwater facility maintenance program will coincide with the catch basin cleaning schedule.

For all BMPs installed, the Borough of Harrington Park ensures adequate long-term cleaning,operation, and preventative and corrective maintenance (including replacement) of BMPs through the Stormwater Management Ordinance.

2. Detail the program in place for ensuring the long-term cleaning, operation and maintenance of each stormwater facility NOT owned or operated by the municipality.

For BMPs on private property that we do not own or operate, the Borough of Harrington Park has adopted and enforces a provision in the ordinance that requires the private entity to perform the operation and maintenance, with penalties if the private entity does not comply. If, for example, the private entity does not perform the required maintenance, the Borough can perform the maintenance and charge the private entity.

3. Indicate the location(s) of the Stormwater Facilities Inspection and Maintenance Logs listing the type of stormwater facilities inspected, location information, inspection dates, inspector name(s), findings, preventative and corrective maintenance performed.

The Borough maintains inspection and maintenance logs at the Department of Public Works office for facilities owned or operated by the municipality. A log indicating actions taken to enforce compliance with long term cleaning, operation and maintenance for facilities not owned or operated by the Borough is provided at the Borough Building Department's office. Copies of maintenance plans approved by the Borough are maintained at Borough Building Department's office.

Note that maintenance activities must be reported in the annual report and records must be available upon request. DEP maintenance log templates are available at http://www.nj.gov/dep/stormwater/maintenance_guidance.htm (select specific logs from choices listed in the Field Manuals section).

Additional Resources: The NJ Hydrologic Modeling Database contains information and maps of stormwater management basins. To view the database map, see https://hydro.rutgers.edu. To download data in an Excel format, see https://hydro.rutgers.edu/public_data/.

SPPP Form 14 – Total Maximum Daily Load Information

All records must be available upon request by NJDEP.

1. Using the Total Maximum Daily Load (TMDL) reports provided on www.nj.gov/dep/dwq/msrp-tmdl-rh.htm, list adopted TMDLs for the municipality, parameters addressed, and the affected water bodies that impact the municipality's MS4 program.
1. Fecal Coliform - 2003 : Hackensack River
2. Describe how the permittee uses TMDL information to prioritize stormwater facilities maintenance projects and to address specific sources of stormwater pollutants.
To address fecal coliform, the Borough of Harrington Park will target its illicit connection detection and elimination program to the area of town that drains to the impaired watercourse. It will also continue its catch basin cleaning program. The Borough could implement a wildlife management plan which would include wildlife displacement. It could and will continue to enforce the wildlife feeding and pet waste ordinances. The Borough will also continue to distribute information associated with pet waste with pet license renewals.

SPPP Form 15 – Optional Measures

All records must be available upon request by NJDEP.

1. Describe any Best Management Practice(s) the permittee has developed that extend beyond the requirements of the Tier A MS4 NJPDES permit that prevents or reduces water pollution.
The Borough of Harrington Park will utilize the Department of Public Works to monitor all their roads and streets for erosion problems during normal day to day operations and patrols. All identified road erosion problems will be reported to the Public Works Superintendent. Identified areas of erosion will be discussed and repairs prioritized. All maintenance personnel will then be assigned to the areas of concern, and the areas identified to have road erosion problems will be repaired in accordance with the Standards for Soil Erosion and Sediment Control in New Jersey. All maintenance personnel will maintain an inspection log, and Public Works Superintendent will maintain a list of all repairs and the dates completed. The status of the Road Erosion Control Maintenance Program will be included in the Annual Report and Recertification. Records are kept at the Department of Public Works office. Areas of reoccurring roadside erosion will be visited more frequently than other areas. Reoccurring problems, where necessary, will be referred to the Borough Engineer's Office if more permanent solutions are necessary.
2. Has the permittee adopted a Refuse Container/Dumpster Ordinance?
The Borough has not adopted this ordinance.

Attachment E – Best Management Practices for Municipal Maintenance Yards and Other Ancillary Operations

The Tier A Municipality shall implement the following practices at municipal maintenance yards and other ancillary operations owned or operated by the municipality. Inventory of Materials and Machinery, and Inspections and Good Housekeeping shall be conducted at all municipal maintenance yards and other ancillary operations. All other Best Management Practices shall be conducted whenever activities described below occur. Ancillary operations include but are not limited to impound yards, permanent and mobile fueling locations, and yard trimmings and wood waste management sites.

Inventory of Materials and Machinery

The SPPP shall include a list of all materials and machinery located at municipal maintenance yards and ancillary operations which could be a source of pollutants in a stormwater discharge. The materials in question include, but are not limited to: raw materials; intermediate products; final products; waste materials; by-products; machinery and fuels; and lubricants, solvents, and detergents that are related to the municipal maintenance yard operations and ancillary operations. Materials or machinery that are not exposed to stormwater at the municipal maintenance yard or related to its operations do not need to be included.

Inspections and Good Housekeeping

1. Inspect the entire site, including the site periphery, monthly (under both dry and wet conditions, when possible). Identify conditions that would contribute to stormwater contamination, illicit discharges or negative impacts to the Tier A Municipality's MS4. Maintain an inspection log detailing conditions requiring attention and remedial actions taken for all activities occurring at Municipal Maintenance Yards and Other Ancillary Operations. This log must contain, at a minimum, a record of inspections of all operations listed in Part IV.B.5.c. of this permit including dates and times of the inspections, and the name of the person conducting the inspection and relevant findings. This log must be kept on-site with the SPPP and made available to the Department upon request. See the Tier A Municipal Guidance document (www.nj.gov/dep/dwq/tier_a_guidance.htm) for additional information.

2. Conduct cleanups of spills of liquids or dry materials immediately after discovery. All spills shall be cleaned using dry cleaning methods only. Clean up spills with a dry, absorbent material (i.e., kitty litter, sawdust, etc.) and sweep the rest of the area. Dispose of collected waste properly. Store clean-up materials, spill kits and drip pans near all liquid transfer areas, protected from rainfall.

3. Properly label all containers. Labels shall be legible, clean and visible. Keep containers in good condition, protected from damage and spillage, and tightly closed when not in use. When practical, store containers indoors. If indoor storage is not practical, containers may be stored outside if covered and placed on spill platforms or clean pallets. An area that is graded and/or bermed to prevent run-through of stormwater may be used in place of spill platforms or clean pallets. Outdoor storage locations shall be regularly maintained.

Fueling Operations

1. Establish, maintain and implement standard operating procedures to address vehicle fueling; receipt of bulk fuel deliveries; and inspection and maintenance of storage tanks, including the associated piping and fuel pumps.

   a. Place drip pans under all hose and pipe connections and other leak-prone areas during bulk transfer of fuels.

   b. Block storm sewer inlets, or contain tank trucks used for bulk transfer, with temporary berms or temporary absorbent booms during the transfer process. If temporary berms or booms are being used instead of blocking the storm sewer inlets, all hose connection points associated with the transfer of fuel shall be within the temporarily bermed or boomed area during the loading/unloading of bulk fuels. A trained employee shall be present to supervise the bulk transfer of fuel.

   c. Clearly post, in a prominent area of the facility, instructions for safe operation of fueling equipment. Include all of the following:
      - "Topping off of vehicles, mobile fuel tanks, and storage tanks is strictly prohibited"
      - "Stay in view of fueling nozzle during dispensing"
      - Contact information for the person(s) responsible for spill response.

   d. Immediately repair or replace any equipment, tanks, pumps, piping and fuel dispensing equipment found to be leaking or in disrepair.

Discharge of Stormwater from Secondary Containment

The discharge pipe/outfall from a secondary containment area (e.g. fuel storage, de-icing solution storage, brine solution) shall have a valve and the valve shall remain closed at all times except as described below. A municipality may discharge stormwater accumulated in a secondary containment area if a visual inspection is performed to ensure that the contents of aboveground storage tank have not come in contact with the stormwater to be discharged. Visual inspections are only effective when dealing with materials that can be observed, like petroleum. If the contents of the tank are not visible in stormwater, the municipality shall rely on previous tank inspections to determine with some degree of certainty that the tank has not leaked. If the municipality cannot make a determination with reasonable certainty that the stormwater in the secondary containment area is uncontaminated by the contents of the tank, then the stormwater shall be hauled for proper disposal.

Vehicle Maintenance

1. Operate and maintain equipment to prevent the exposure of pollutants to stormwater.

2. Whenever possible, conduct vehicle and equipment maintenance activities indoors. For projects that must be conducted outdoors, and that last more than one day, portable tents or covers shall be placed over the equipment being serviced when not being worked on, and drip pans shall be used at all times. Use designated areas away from storm drains or block storm drain inlets when vehicle and equipment maintenance is being conducted outdoors.

On-Site Equipment and Vehicle Washing and Wash Wastewater Containment

1. Manage any equipment and vehicle washing activities so that there are no unpermitted discharges of wash wastewater to storm sewer inlets or to waters of the State.

2. Tier A Municipalities which cannot discharge wash wastewater to a sanitary sewer or which cannot otherwise comply with 1, above, may temporarily contain wash wastewater prior to proper disposal under the following conditions:

   a. Containment structures shall not leak. Any underground tanks and associated piping shall be tested for integrity every 3 years using appropriate methods determined by "*The List of Leak Detection Evaluations for Storage Tank Systems*" created by the National Work Group on Leak Detection Evaluations (NWGLDE) or as determined appropriate and certified by a professional engineer for the site specific containment structure(s).

   b. For any cathodically protected containment system, provide a passing cathodic protection survey every three years.

   c. Operate containment structures to prevent overfilling resulting from normal or abnormal operations, overfilling, malfunctions of equipment, and human error. Overfill prevention shall include manual sticking/gauging of the tank before each use unless system design prevents such measurement. Tank shall no longer accept wash wastewater when determined to be at 95% capacity. Record each measurement to the nearest ½ inch.

   d. Before each use, perform inspections of all visible portions of containment structures to ensure that they are structurally sound, and to detect deterioration of the wash pad, catch basin, sump, tank, piping, risers, walls, floors, joints, seams, pumps and pipe connections or other containment devices. The wash pad, catch basin, sump and associated drains should be kept free of debris before each use. Log dates of inspection; inspector's name, and conditions. This inspection is not required if system design prevents such inspection.

   e. Containment structures shall be emptied and taken out of service immediately upon detection of a leak. Complete all necessary repairs to ensure structural integrity prior to placing the containment structure back into service. Any spills or suspected release of hazardous substances shall be immediately reported to the NJDEP Hotline (1-877-927-6337) followed by a site investigation in accordance with N.J.A.C. 7:26C and N.J.A.C 7:26E if the discharge is confirmed.

   f. All equipment and vehicle wash wastewater placed into storage must be disposed of in a legally permitted manner (e.g. pumped out and delivered to a duly permitted and/or approved wastewater treatment facility).

   g. Maintain a log of equipment and vehicle wash wastewater containment structure clean-outs including date and method of removal, mode of transportation (including name of hauler if applicable) and the location of disposal. See Underground Vehicle Wash Water Storage Tank Use Log at end of this attachment.

   h. Containment structures shall be inspected annually by a NJ licensed professional engineer. The engineer shall certify the condition of all structures including: wash pad, catch basin,

sump, tank, piping, risers to detect deterioration in the, walls, floors, joints, seams, pumps and pipe connections or other containment devices using the attached Engineer's Certification of Annual Inspection of Equipment and Vehicle Wash Wastewater Containment Structure. This certification may be waived for self-contained systems on a case-by-case basis. Any such waiver would be issued in writing by the Department.

3. Maintain all logs, inspection records, and certifications on-site. Such records shall be made available to the Department upon request.

Salt and De-icing Material Storage and Handling

1. Store material in a permanent structure.
2. Perform regular inspections and maintenance of storage structure and surrounding area.
3. Minimize tracking of material from loading and unloading operations.
4. During loading and unloading:
   a. Conduct during dry weather, if possible;
   b. Prevent and/or minimize spillage; and
   c. Minimize loader travel distance between storage area and spreading vehicle.
5. Sweep (or clean using other dry cleaning methods):
   a. Storage areas on a regular basis;
   b. Material tracked away from storage areas;
   c. Immediately after loading and unloading is complete.
6. Reuse or properly discard materials collected during cleanup.
7. Temporary outdoor storage is permitted only under the following conditions:
   a. A permanent structure is under construction, repair or replacement;
   b. Stormwater run-on and de-icing material run-off is minimized;
   c. Materials in temporary storage are tarped when not in use;
   d. The requirements of 2 through 6, above are met; and
   e. Temporary outdoor storage shall not exceed 30 days unless otherwise approved in writing by the Department;
8. Sand must be stored in accordance with Aggregate Material and Construction Debris Storage below.

Aggregate Material and Construction Debris Storage

1. Store materials such as sand, gravel, stone, top soil, road millings, waste concrete, asphalt, brick, block and asphalt based roofing scrap and processed aggregate in such a manner as to minimize stormwater run-on and aggregate run-off via surface grading, dikes and/or berms (which may include sand bags, hay bales and curbing, among others) or three sided storage bays. Where possible the open side of storage bays shall be situated on the upslope. The area in front of storage bays and adjacent to storage areas shall be swept clean after loading/unloading.

2. Sand, top soil, road millings and processed aggregate may only be stored outside and uncovered if in compliance with item 1 above and a 50-foot setback is maintained from surface water bodies, storm sewer inlets, and/or ditches or other stormwater conveyance channels.

3. Road millings must be managed in conformance with the "Recycled Asphalt Pavement and Asphalt Millings (RAP) Reuse Guidance" (see www.nj.gov/dep/dshw/rrtp/asphaltguidance.pdf) or properly disposed of as solid waste pursuant to N.J.A.C. 7:26-1 et seq.

4. The stockpiling of materials and construction of storage bays on certain land (including but not limited to coastal areas, wetlands and floodplains) may be subject to regulation by the Division of Land Use Regulation (see www.nj.gov/dep/landuse/ for more information).

Street Sweepings, Catch Basin Clean Out, and Other Material Storage

1. For the purposes of this permit, this BMP is intended for road cleanup materials as well as other similar materials. Road cleanup materials may include but are not limited to street sweepings, storm sewer clean out materials, stormwater basin clean out materials and other similar materials that may be collected during road cleanup operations. These BMPs do not cover materials such as liquids, wastes which are removed from municipal sanitary sewer systems or material which constitutes hazardous waste in accordance with N.J.A.C. 7:26G-1.1 et seq.

2. Road cleanup materials must be ultimately disposed of in accordance with N.J.A.C. 7:26-1.1 et seq. See the "Guidance Document for the Management of Street Sweepings and Other Road Cleanup Materials" (www.nj.gov/dep/dshw/rrtp/sweeping.htm).

3. Road cleanup materials placed into storage must be, at a minimum:

   a. Stored in leak-proof containers or on an impervious surface that is contained (e.g. bermed) to control leachate and litter; and

   b. Removed for disposal (in accordance with 2, above) within six (6) months of placement into storage.

Yard Trimmings and Wood Waste Management Sites

1. These practices are applicable to any yard trimmings or wood waste management site:
   a. Owned and operated by the Tier A Municipality;
      i. For staging, storing, composting or otherwise managing yard trimmings, or
      ii. For staging, storing or otherwise managing wood waste, and
   b. Operated in compliance with the Recycling Rules found at N.J.A.C. 7:26A.

2. Yard trimmings or wood waste management sites must be operated in a manner that:
   a. Diverts stormwater away from yard trimmings and wood waste management operations; and
   b. Minimizes or eliminates the exposure of yard trimmings, wood waste and related materials to stormwater.

3. Yard trimmings and wood waste management site specific practices:
   a. Construct windrows, staging and storage piles:
      i. In such a manner that materials contained in the windrows, staging and storage piles (processed and unprocessed) do not enter waterways of the State;
      ii. On ground which is not susceptible to seasonal flooding;
      iii. In such a manner that prevents stormwater run-on and leachate run-off (e.g. use of covered areas, diversion swales, ditches or other designs to divert stormwater from contacting yard trimmings and wood waste).
   b. Maintain perimeter controls such as curbs, berms, hay bales, silt fences, jersey barriers or setbacks, to eliminate the discharge of stormwater runoff carrying leachate or litter from the site to storm sewer inlets or to surface waters of the State.
   c. Prevent on-site storm drain inlets from siltation using controls such as hay bales, silt fences, or filter fabric inlet protection.
   d. Dry weather run-off that reaches a municipal stormwater sewer system is an illicit discharge. Possible sources of dry weather run-off include wetting of piles by the site operator; uncontrolled pile leachate or uncontrolled leachate from other materials stored at the site.
   e. Remove trash from yard trimmings and wood waste upon receipt.
   f. Monitor site for trash on a routine basis.
   g. Store trash in leak-proof containers or on an impervious surface that is contained (e.g. bermed) to control leachate and litter;
   h. Dispose of collected trash at a permitted solid waste facility.
   i. Employ preventative tracking measures, such as gravel, quarry blend, or rumble strips at exits.

Roadside Vegetation Management

1. Tier A Municipalities shall restrict the application of herbicides along roadsides in order to prevent it from being washed by stormwater into the waters of the State and to prevent erosion caused by de-vegetation, as follows: Tier A Municipalities shall not apply herbicides on or adjacent to storm drain inlets, on steeply sloping ground, along curb lines, and along unobstructed shoulders. Tier A Municipalities shall only apply herbicides within a 2 foot radius around structures where overgrowth presents a safety hazard and where it is unsafe to mow.

Local Public Education Program

_____, New Jersey

Year: _____

Annual Mailing

Date	To All Residents and Businesses	Mailed:
	☐ YES ☐ NO	☐ ALONE ☐ WITH: _____
	☐ YES ☐ NO	☐ ALONE ☐ WITH: _____

If NO, list locations:

Date: _____ Mailed to: _____

Date: _____ Mailed to: _____

Annual Event

Date	Event	Location

Year: _____

Annual Mailing

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Local Public Education Program

_____, New Jersey

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_____, New Jersey

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	☐ YES ☐ NO	☐ ALONE ☐ WITH: _____

If NO, list locations:

Date: _____ Mailed to: _____
Date: _____ Mailed to: _____

Annual Event

Date	Event	Location

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. Is there a dry weather flow? Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. Are there any indications of an intermittent flow? Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) ODOR: _____
(b) COLOR: _____
(c) TURBIDITY: _____
(d) FLOATABLES: _____
(e) DEPOSITS/STAINS: _____
(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
DAMAGE: _____

6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____ mg/L

(if sample is greater than 0.06mg/L, the sample is contaminated with detergents (which may be from sanitary wastewater or other sources). Further testing is required and this outfall should be given the highest prority).

(if the sample is not greater than 0.06m/L and it does not show physical characteristics of sanitary wastewater (e.g., ordor, floatables, and/or color) it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question # 6c).

(b) **AMONIA (as N) TO POTASSIUM RATIO:** _____
(If the Ammonia to Potassium Ration is greater than 0.6:1, then it is likely that the pollutant is sanitary sewerage)
(If the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source).

(c) FLUORIDE: _____mg/L
(if the fluroide levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water).

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from ground water infiltration, springs, or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To ddifferentiate between these cooling water discharges and fluoride. To differentiate between these cooling water discharges and groundwater infilitration, you will have to rely on temperature).

(d) **TEMPERATURE:** _____ °F

(If the temperature of the sample is over 70°F, it is most likely cooling water)

(If the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. Is there a suspected illicit connection? Y (☐) N (☐)

If "YES", what is the suspected source? _____

If "NO", ship to signature block on the bottom of this form.

8. Has the investigation of the suspected illicit connection been completed?
Y (☐) N (☐)

If "YES", proceed to question # 9.
If "NO", skip to signature block on the bottom of this form.

9. Was the source of the illicit connection found? Y (☐) N (☐)

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Desrcibe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. **Is there a dry weather flow?** Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. **Are there any indications of an intermittent flow?** Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) ODOR: _____
(b) COLOR: _____
(c) TURBIDITY: _____
(d) FLOATABLES: _____
(e) DEPOSITS/STAINS: _____
(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
DAMAGE: _____

6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____ mg/L

(if sample is greater than 0.06mg/L, the sample is contaminated with detergents (which may be from sanitary wastewater or other sources). Further testing is required and this outfall should be given the highest prority).

(if the sample is not greater than 0.06m/L and it does not show physical characteristics of sanitary wastewater (e.g., ordor, floatables, and/or color) it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question # 6c).

(b) **AMONIA (as N) TO POTASSIUM RATIO:** _____
(If the Ammonia to Potassium Ration is greater than 0.6:1, then it is likely that the pollutant is sanitary sewerage)
(If the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source).

(c) **FLUORIDE:** _____mg/L
(If the fluroide levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water).

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from ground water infiltration, springs, or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To ddifferentiate between these cooling water discharges and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature).

(d) **TEMPERATURE:** _____ °F

(If the temperature of the sample is over 70°F, it is most likely cooling water)

(If the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. **Is there a suspected illicit connection?** **Y (☐) N (☐)**

If "YES", what is the suspected source? _____

If "NO", ship to signature block on the bottom of this form.

8. **Has the investigation of the suspected illicit connection been completed?**
Y (☐) N (☐)

If "YES", proceed to question # **9.**
If "NO", skip to signature block on the bottom of this form.

9. **Was the source of the illicit connection found?** **Y (☐) N (☐)**

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Desrcibe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. Is there a dry weather flow? Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. Are there any indications of an intermittent flow? Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) ODOR: _____
(b) COLOR: _____
(c) TURBIDITY: _____
(d) FLOATABLES: _____
(e) DEPOSITS/STAINS: _____
(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
DAMAGE: _____

6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____ mg/L

(If sample is greater than 0.06mg/L, the sample is contaminated with detergents (which may be from sanitary wastewater or other sources). Further testing is required and this outfall should be given the highest priority).

(If the sample is not greater than 0.06m/L and it does not show physical characteristics of sanitary wastewater (e.g., ordor, floatables, and/or color) it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question # 6c).

(b) **AMONIA (as N) TO POTASSIUM RATIO:** _____
(if the Ammonia to Potassium Ration is greater than 0.6:1, then it is likely that the pollutant is sanitary sewerage)
(if the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source).

(c) FLUORIDE: _____mg/L
(if the fluroide levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water).

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from ground water infiltration, springs, or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To ddifferentiate between these cooling water discharges and fluoride. To differentiate between these cooling water discharges and groundwater infilitration, you will have to rely on temperature).

(d) **TEMPERATURE:** _____ °F

(If the temperature of the sample is over 70°F, it is most likely cooling water)

(If the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. **Is there a suspected illicit connection?** **Y (☐) N (☐)**

If "YES", what is the suspected source? _____

If "NO", ship to signature block on the bottom of this form.

8. **Has the investigation of the suspected illicit connection been completed?**
Y (☐) N (☐)

If "YES", proceed to question **# 9.**
If "NO", skip to signature block on the bottom of this form.

9. **Was the source of the illicit connection found?** **Y (☐) N (☐)**

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Desrcibe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. **Is there a dry weather flow?** Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. **Are there any indications of an intermittent flow?** Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) **ODOR:** _____
(b) **COLOR:** _____
(c) **TURBIDITY:** _____
(d) **FLOATABLES:** _____
(e) DEPOSITS/STAINS: _____
(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
DAMAGE: _____

6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
*** field calibrate instruments in accordance with manufacturer's instructions prior to testing.**

(a) **DETERGENTS:** _____ **mg/L**

(if sample is greater than 0.06mg/L, the sample is contaminated with detergents (which may be from sanitary wastewater or other sources). Further testing is required and this outfall should be given the highest prority).

(if the sample is not greater than 0.06m/L and it does not show physical characteristics of sanitary wastewater (e.g., ordor, floatables, and/or color) it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question # 6c).

(b) **AMONIA (as N) TO POTASSIUM RATIO:** _____
(if the Ammonia to Potassium Ration is greater than 0.6:1, then it is likely that the pollutant is sanitary sewerage)
(if the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source).

(c) FLUORIDE: _____mg/L
(if the fluroide levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water).

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from ground water infiltration, springs, or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To ddifferentiate between these cooling water discharges and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature).

(d) **TEMPERATURE:** _____ °F

(if the temperature of the sample is over 70°F, it is most likely cooling water)

(if the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. **Is there a suspected illicit connection?** Y (☐) N (☐)

If "YES", what is the suspected source? _____

If "NO", ship to signature block on the bottom of this form.

8. **Has the investigation of the suspected illicit connection been completed?**
Y (☐) N (☐)

If "YES", proceed to question # **9.**
If "NO", skip to signature block on the bottom of this form.

9. **Was the source of the illicit connection found?** Y (☐) N (☐)

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Desrcibe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. Is there a dry weather flow? Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. Are there any indications of an intermittent flow? Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) ODOR: _____
(b) COLOR: _____
(c) TURBIDITY: _____
(d) FLOATABLES: _____
(e) DEPOSITS/STAINS: _____
(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
DAMAGE: _____

6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____ mg/L

(if sample is greater than 0.06mg/L, the sample is contaminated with detergents (which may be from sanitary wastewater or other sources). Further testing is required and this outfall should be given the highest prority).

(if the sample is not greater than 0.06m/L and it does not show physical characteristics of sanitary wastewater (e.g., ordor, floatables, and/or color) it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question # 6c).

(b) **AMONIA (as N) TO POTASSIUM RATIO:** _____
(if the Ammonia to Potassium Ration is greater than 0.6:1, then it is likely that the pollutant is sanitary sewerage)
(if the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source).

(c) FLUORIDE: _____mg/L
(if the fluroide levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water).

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from ground water infiltration, springs, or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To ddifferentiate between these cooling water discharges and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature).

(d) **TEMPERATURE:** _____ °F

(if the temperature of the sample is over 70°F, it is most likely cooling water)

(if the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. Is there a suspected illicit connection? Y (☐) N (☐)

If "YES", what is the suspected source? _____

If "NO", ship to signature block on the bottom of this form.

8. Has the investigation of the suspected illicit connection been completed?
Y (☐) N (☐)

If "YES", proceed to question # 9.
If "NO", skip to signature block on the bottom of this form.

9. Was the source of the illicit connection found? Y (☐) N (☐)

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Desrcibe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. Is there a dry weather flow? Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. Are there any indications of an intermittent flow? Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) ODOR: _____
(b) COLOR: _____
(c) TURBIDITY: _____
(d) FLOATABLES: _____
(e) DEPOSITS/STAINS: _____
(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
DAMAGE: _____

6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____ mg/L

(if sample is greater than 0.05mg/L, the sample is contaminated with detergents (which may be from sanitary wastewater or other sources). Further testing is required and this outfall should be given the highest prority).

(if the sample is not greater than 0.06m/L and it does not show physical characteristics of sanitary wastewater (e.g., ordor, floatables, and/or color) it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question # 6c).

(b) **AMONIA (as N) TO POTASSIUM RATIO:** _____
(If the Ammonia to Potassium Ration is greater than 0.6:1, then it is likely that the pollutant is sanitary sewerage)
(If the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source).

(c) FLUORIDE: _____mg/L
(if the fluroide levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water).

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from ground water infiltration, springs, or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To ddifferentiate between these cooling water discharges and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature).

(d) **TEMPERATURE:** _____ °F

(If the temperature of the sample is over 70°F, it is most likely cooling water)

(If the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. **Is there a suspected illicit connection?** **Y (☐) N (☐)**

If "YES", what is the suspected source? _____

If "NO", ship to signature block on the bottom of this form.

8. **Has the investigation of the suspected illicit connection been completed?**
Y (☐) N (☐)

If "YES", proceed to question # **9.**
If "NO", skip to signature block on the bottom of this form.

9. **Was the source of the illicit connection found?** **Y (☐) N (☐)**

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Desrcibe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. Is there a dry weather flow? Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. Are there any indications of an intermittent flow? Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) ODOR: _____
(b) COLOR: _____
(c) TURBIDITY: _____
(d) FLOATABLES: _____
(e) DEPOSITS/STAINS: _____
(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
DAMAGE: _____

6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS: _____ mg/L**

(If sample is greater than 0.06mg/L, the sample is contaminated with detergents (which may be from sanitary wastewater or other sources). Further testing is required and this outfall should be given the highest priority).

(if the sample is not greater than 0.06m/L and it does not show physical characteristics of sanitary wastewater (e.g., ordor, floatables, and/or color) it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question # 6c).

(b) **AMONIA (as N) TO POTASSIUM RATIO:** _____
(If the Ammonia to Potassium Ration is greater than 0.6:1, then it is likely that the pollutant is sanitary sewerage)
(If the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source).

(c) FLUORIDE: _____mg/L
(if the fluroide levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water).

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from ground water infiltration, springs, or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To ddifferentiate between these cooling water discharges and fluoride. To differentiate between these cooling water discharges and groundwater infilitration, you will have to rely on temperature).

(d) **TEMPERATURE:** _____ °F

(if the temperature of the sample is over 70°F, it is most likely cooling water)

(if the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. Is there a suspected illicit connection? Y (☐) N (☐)

If "YES", what is the suspected source? _____

If "NO", ship to signature block on the bottom of this form.

8. Has the investigation of the suspected illicit connection been completed?
Y (☐) N (☐)

If "YES", proceed to question # 9.
If "NO", skip to signature block on the bottom of this form.

9. Was the source of the illicit connection found? Y (☐) N (☐)

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Describe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. Is there a dry weather flow? Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. Are there any indications of an intermittent flow? Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) ODOR: _____
(b) COLOR: _____
(c) TURBIDITY: _____
(d) FLOATABLES: _____
(e) DEPOSITS/STAINS: _____
(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
DAMAGE: _____

6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS:** _____ mg/L

(if sample is greater than 0.06mg/L, the sample is contaminated with detergents (which may be from sanitary wastewater or other sources). Further testing is required and this outfall should be given the highest priority).

(if the sample is not greater than 0.06m/L and it does not show physical characteristics of sanitary wastewater (e.g., ordor, floatables, and/or color) it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question # 6c).

(b) **AMONIA (as N) TO POTASSIUM RATIO:** _____
(if the Ammonia to Potassium Ration is greater than 0.6:1, then it is likely that the pollutant is sanitary sewerage)
(if the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source).

(c) FLUORIDE: _____mg/L
(if the fluroide levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water).

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from ground water infiltration, springs, or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To ddifferentiate between these cooling water discharges and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature).

(d) **TEMPERATURE:** _____ °F

(if the temperature of the sample is over 70°F, it is most likely cooling water)

(if the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. **Is there a suspected illicit connection?** **Y (☐) N (☐)**

If "YES", what is the suspected source? _____

If "NO", skip to signature block on the bottom of this form.

8. **Has the investigation of the suspected illicit connection been completed?**
Y (☐) N (☐)

If "YES", proceed to question # 9.
If "NO", skip to signature block on the bottom of this form.

9. **Was the source of the illicit connection found?** **Y (☐) N (☐)**

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Desrcibe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. Is there a dry weather flow? Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. Are there any indications of an intermittent flow? Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) ODOR: _____
(b) COLOR: _____
(c) TURBIDITY: _____
(d) FLOATABLES: _____
(e) DEPOSITS/STAINS: _____
(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
DAMAGE: _____

6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS: _____ mg/L**

(if sample is greater than 0.06mg/L, the sample is contaminated with detergents (which may be from sanitary wastewater or other sources). Further testing is required and this outfall should be given the highest prority).

(if the sample is not greater than 0.06m/L and it does not show physical characteristics of sanitary wastewater (e.g., ordor, floatables, and/or color) it is unlikely that it is from sanitary wastewater sources, yet there may still be an illicit connection of industrial wastewater, rinse water, backwash or cooling water. Skip to question # 6c).

(b) **AMONIA (as N) TO POTASSIUM RATIO:** _____
(If the Ammonia to Potassium Ration is greater than 0.6:1, then it is likely that the pollutant is sanitary sewerage)
(If the Ammonia to Potassium Ratio is less than or equal to 0.6:1, then the pollutant is from another washwater source).

(c) FLUORIDE: _____mg/L
(if the fluroide levels are between 1.0 and 2.5 mg/L, then the flow is most likely from fluoride treated potable water).

(if the sample tests below a detection limit of 0.1 mg/L for fluoride, it is likely to be from ground water infiltration, springs, or streams. In some cases, however, it is possible that the discharge could originate from an onsite well used for industrial cooling water, which will test non-detect for both detergents and fluoride. To ddifferentiate between these cooling water discharges and fluoride. To differentiate between these cooling water discharges and groundwater infiltration, you will have to rely on temperature).

(d) **TEMPERATURE:** _____°F

(If the temperature of the sample is over 70°F, it is most likely cooling water)

,(If the temperature of the sample is under 70°F, it is most likely from ground water infiltration)

7. Is there a suspected illicit connection? Y (☐) N (☐)

If "YES", what is the suspected source? _____

If "NO", ship to signature block on the bottom of this form.

8. Has the investigation of the suspected illicit connection been completed?
Y (☐) N (☐)

If "YES", proceed to question # 9.
If "NO", skip to signature block on the bottom of this form.

9. Was the source of the illicit connection found? Y (☐) N (☐)

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Desrcibe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Illicit Connection Inspection Report Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member: _____

Date: _____ Effective Date of Permit Authorization (EDPA): _____

Outfall #: _____ Location: _____

Receiving Waterbody: _____

1. **Is there a dry weather flow?** Y (☐) N (☐)

2. If "YES", what is the outfall flow estimate? _____ gpm
(flow sample should be kept for futher testing, and this form will need to be submitted with the Annual Report and Certification)

3. **Are there any indications of an intermittent flow?** Y (☐) N (☐)

4. If you answered "NO" to BOTH questions # 1 and # 3, there is probably not an illicit connection and you can skip to question # 7.
(NOTE: This form does not need to be submitted to the Department, but should be kept with your SPPP).

If you answered "YES" to either question, please continue on to question # 5.
(NOTE: This form will need to be submitted to the Department with the Annual Report and Certification).

5. **PHSYICAL OBSERVATIONS:**

(a) ODOR: _____
(b) COLOR: _____
(c) TURBIDITY: _____
(d) FLOATABLES: _____
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(f) VEGETATION CONDITIONS: _____
(g) DAMAGE TO OUTFALL STRUCTURES: _____
IDENTIFY STRUCTURE: _____
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6. **ANALYSES OF OUTFALL FLOW SAMPLE:**
* field calibrate instruments in accordance with manufacturer's instructions prior to testing.

(a) **DETERGENTS: _____ mg/L**

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7. **Is there a suspected illicit connection?** **Y (☐) N (☐)**

If "YES", what is the suspected source? _____

If "NO", ship to signature block on the bottom of this form.

8. **Has the investigation of the suspected illicit connection been completed?**
Y (☐) N (☐)

If "YES", proceed to question # **9.**
If "NO", skip to signature block on the bottom of this form.

9. **Was the source of the illicit connection found?** **Y (☐) N (☐)**

If "YES", identify the source. _____
What plan of action will follow to elimiate the illicit connection?
Resolution:

If "NO" complete the Closeout Investigation Form and attache it to this Illicit Connection Inspection Report Form.
Inspector's Name: _____
Title: _____
Signature: _____
Date: _____

If there is a dry weather flow or evidence of an intermittent flow, be sure to include this form with your Annual Report and Certification.

If there is not a dry weather flow or evidence of an intermittent flow, this form should be retained with your SPPP.

Closeout Investigation Form

Municipality Information

Municipality: _____ County: _____

NJPDES #: _____ PI ID #: _____

Team Member / Title:

Outfall #: _____ Location: _____

Receiving Waterbody: _____

Basis for Submittal:

(☐) A non-stormwater discharge was found, but no source was located within six months.

(☐) An intermittent non-stormwater discharge was observed, and three unsucessful investigations were conducted to investigate the discharge while it was flowing.

Desrcibe each phase of your investigation, including dates. Attach additional pages as necessary:

Inspector's Name: _____

Title: _____

Signature: _____

Date: _____

Complete and attach this form to the appropriate Illicit Connection Inspection Report Form and submit with the Annual Report and Certification.

Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
	Location(s)	Swept By:		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional information regarding shared services and outside contractors:

_____

_____

_____

Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
	Location(s)	Swept By:		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
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		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional information regarding shared services and outside contractors:

_____

_____

_____

Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
	Location(s)	Swept By:		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional information regarding shared services and outside contractors:

_____

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_____

Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
	Location(s)	Swept By:		
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		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional information regarding shared services and outside contractors:

_____

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Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
	Location(s)	Swept By:		
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		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional information regarding shared services and outside contractors:

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Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
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		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional information regarding shared services and outside contractors:

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Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
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		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional Information regarding shared services and outside contractors:

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Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
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		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional information regarding shared services and outside contractors:

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Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
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		☐ Sweeper ☐ By Hand		
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		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional information regarding shared services and outside contractors:

_____

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_____

Street Sweeping

Borough / Township of _____

Date	Sweepings		# of Street Swept	Approx. Amount Debris Collected
	Location(s)	Swept By:		
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		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
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		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		
		☐ Sweeper ☐ By Hand		

Additional information regarding shared services and outside contractors:

_____

_____

_____

Road Erosion Control Maintenance
Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Road Erosion Control Maintenance
Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Road Erosion Control Maintenance

Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Road Erosion Control Maintenance
Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Road Erosion Control Maintenance
Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Road Erosion Control Maintenance

Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Road Erosion Control Maintenance
Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Road Erosion Control Maintenance
Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Road Erosion Control Maintenance

Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Road Erosion Control Maintenance

Borough / Township of _____, New Jersey

Date Located	Location	Surface Waterbody Impacted	Repairs To Be Made	Dated Completed

Additional Notes / Suggestions: _____

Borough / Township
Department of Public Works
Catch Basin Cleaning Log

Date Last Updated:

Location	Initials	Cleaned	Repaired	Inspected	Other	Labels Visible	Comment
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
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		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	

Borough / Township
Department of Public Works
Catch Basin Cleaning Log

Date Last Updated:

Location	Initials	Cleaned	Repaired	Inspected	Other	Labels Visible	Comment
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	
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		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	

Borough / Township
Department of Public Works
Catch Basin Cleaning Log

Date Last Updated:

Location	Initials	Cleaned	Repaired	Inspected	Other	Labels Visible	Comment
		☐	☐	☐	☐	☐ Yes ☐ No	
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		☐	☐	☐	☐	☐ Yes ☐ No	
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		☐	☐	☐	☐	☐ Yes ☐ No	

Borough / Township
Department of Public Works
Catch Basin Cleaning Log

Date Last Updated:

Location	Initials	Cleaned	Repaired	Inspected	Other	Labels Visible		Comment
		☐	☐	☐	☐	☐ Yes	☐ No	
		☐	☐	☐	☐	☐ Yes	☐ No	
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		☐	☐	☐	☐	☐ Yes ☐ No	
		☐	☐	☐	☐	☐ Yes ☐ No	

Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

Additional Notes/Suggestions: _____

Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

Additional Notes/Suggestions: _____

_____

_____

Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

Additional Notes/Suggestions: _____

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_____

Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

Additional Notes/Suggestions: _____

Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

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Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

Additional Notes/Suggestions: _____

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Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

Additional Notes/Suggestions: _____

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Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

Additional Notes/Suggestions: _____

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Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

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Outfall Pipe Stream and Stream Bank Scouring
Borough/Town of _____, New Jersey

Site Location	Anticipate Date of Repair	Method of Repair	Date Completed

Additional Notes/Suggestions: _____

Municipal Stormwater Regulation Program
Maintenance Yard Inventory

Site: _____
Inspector: _____
Date: _____

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Raw Materials		
	Sand		Inlet _____ft. away Drains Directly to _____
	Salt/De-icing Materials		Inlet _____ft. away Drains Directly to _____
	Other		Inlet _____ft. away Drains Directly to _____
	Organic Material		
	Leaves & Brush		Inlet _____ft. away Drains Directly to _____
	Grass Clippings		Inlet _____ft. away Drains Directly to _____
	Street Sweepings		Inlet _____ft. away Drains Directly to _____
	Mulch Storage		Inlet _____ft. away Drains Directly to _____
	Topsoil Storage		Inlet _____ft. away Drains Directly to _____
	Drum & Tank Storage		
	Drums		Inlet _____ft. away Drains Directly to _____
	Waste Oil Containers		Inlet _____ft. away Drains Directly to _____
	Motorized Vehicles		
	Leaf Vacs		Inlet _____ft. away Drains Directly to _____
	Front End Loaders		Inlet _____ft. away Drains Directly to _____
	Fork Lifts		Inlet _____ft. away Drains Directly to _____
	Garbage Trucks		Inlet _____ft. away Drains Directly to _____
	Light/Heavy Trucks		Inlet _____ft. away Drains Directly to _____
	Paving Vehicles		Inlet _____ft. away Drains Directly to _____
	Other		Inlet _____ft. away Drains Directly to _____

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Equipment and Attachments		
	Snow Plow Attachments		Inlet _____ft. away Drains Directly to _____
	Hydraulic Tailgates		Inlet _____ft. away Drains Directly to _____
	Hoppers/Spreaders		Inlet _____ft. away Drains Directly to _____
	Fork Lift Attachments		Inlet _____ft. away Drains Directly to _____
	Line Painting Equipment		Inlet _____ft. away Drains Directly to _____
	Landscaping Equipment		Inlet _____ft. away Drains Directly to _____
	Trailers		Inlet _____ft. away Drains Directly to _____
	Misc. Metal Storate Parts		
	Scrap Metal		Inlet _____ft. away Drains Directly to _____
	Car/Truck Parts		Inlet _____ft. away Drains Directly to _____
	Household Hazardouw Wastes		
	Acs & Refrigerators		Inlet _____ft. away Drains Directly to _____
	Electronics		Inlet _____ft. away Drains Directly to _____
	Appliances		Inlet _____ft. away Drains Directly to _____
	Other		
	Lead Acid Batteries		Inlet _____ft. away Drains Directly to _____
	Used Tires		Inlet _____ft. away Drains Directly to _____
	Covered Dumpster		Inlet _____ft. away Drains Directly to _____
	Uncovered Dumpsters		Inlet _____ft. away Drains Directly to _____
	Paint		Inlet _____ft. away Drains Directly to _____

Municipal Source Operations		
Street Sweeping Garbage Collection Vehicle Maintenance Vehicle & Equipment Washing Garbage Trucks Street Sweepers Fertilizer Spreaders Asphalt Pavers De-icing Vehicles Beach Maintenance Vehicles Police Cars & Others Small Engines (lawn mowers, etc.)	Where does it take place?	How often?
Street Sweeping Clean Oil Waste Oil	How is it stored?	How is it disposed of?
Bulk Fuel Delivery Vehicle & Equipment Fueling	Rain Shield or Covered?	SOPs in place? Yes No Yes No

Additional Notes:

- Describe storm sewer locations and where they drain.
- Describe site topography and site drainage patterns.

Municipal Stormwater Regulation Program
Maintenance Yard Inventory

Site: _____
Inspector: _____
Date: _____

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Raw Materials		
	Sand		Inlet ____ft. away Drains Directly to ____
	Salt/De-Icing Materials		Inlet ____ft. away Drains Directly to ____
	Other		Inlet ____ft. away Drains Directly to ____
	Organic Material		
	Leaves & Brush		Inlet ____ft. away Drains Directly to ____
	Grass Clippings		Inlet ____ft. away Drains Directly to ____
	Street Sweepings		Inlet ____ft. away Drains Directly to ____
	Mulch Storage		Inlet ____ft. away Drains Directly to ____
	Topsoil Storage		Inlet ____ft. away Drains Directly to ____
	Drum & Tank Storage		
	Drums		Inlet ____ft. away Drains Directly to ____
	Waste Oil Containers		Inlet ____ft. away Drains Directly to ____
	Motorized Vehicles		
	Leaf Vacs		Inlet ____ft. away Drains Directly to ____
	Front End Loaders		Inlet ____ft. away Drains Directly to ____
	Fork Lifts		Inlet ____ft. away Drains Directly to ____
	Garbage Trucks		Inlet ____ft. away Drains Directly to ____
	Light/Heavy Trucks		Inlet ____ft. away Drains Directly to ____
	Paving Vehicles		Inlet ____ft. away Drains Directly to ____
	Other		Inlet ____ft. away Drains Directly to ____

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Equipment and Attachments		
	Snow Plow Attachments		Inlet _____ft. away Drains Directly to _____
	Hydraulic Tailgates		Inlet _____ft. away Drains Directly to _____
	Hoppers/Spreaders		Inlet _____ft. away Drains Directly to _____
	Fork Lift Attachments		Inlet _____ft. away Drains Directly to _____
	Line Painting Equipment		Inlet _____ft. away Drains Directly to _____
	Landscaping Equipment		Inlet _____ft. away Drains Directly to _____
	Trailers		Inlet _____ft. away Drains Directly to _____
	Misc. Metal Storate Parts		
	Scrap Metal		Inlet _____ft. away Drains Directly to _____
	Car/Truck Parts		Inlet _____ft. away Drains Directly to _____
	Household Hazardouw Wastes		
	Acs & Refrigerators		Inlet _____ft. away Drains Directly to _____
	Electronics		Inlet _____ft. away Drains Directly to _____
	Appliances		Inlet _____ft. away Drains Directly to _____
	Other		
	Lead Acid Batteries		Inlet _____ft. away Drains Directly to _____
	Used Tires		Inlet _____ft. away Drains Directly to _____
	Covered Dumpster		Inlet _____ft. away Drains Directly to _____
	Uncovered Dumpsters		Inlet _____ft. away Drains Directly to _____
	Paint		Inlet _____ft. away Drains Directly to

Municipal Source Operations		
Street Sweeping Garbage Collection Vehicle Maintenance Vehicle & Equipment Washing Garbage Trucks Street Sweepers Fertilizer Spreaders Asphalt Pavers De-icing Vehicles Beach Maintenance Vehicles Police Cars & Others Small Engines (lawn mowers, etc.)	Where does it take place?	How often?
Street Sweeping Clean Oil Waste Oil	How is it stored?	How is it disposed of?
Bulk Fuel Delivery Vehicle & Equipment Fueling	Rain Shield or Covered?	SOPs in place? Yes No Yes No

Additional Notes:

* Describe storm sewer locations and where they drain.
* Describe site topography and site drainage patterns.

Municipal Stormwater Regulation Program
Maintenance Yard Inventory

Site: _____
Inspector: _____
Date: _____

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Raw Materials		
	Sand		Inlet _____ft. away Drains Directly to _____
	Salt/De-icing Materials		Inlet _____ft. away Drains Directly to _____
	Other		Inlet _____ft. away Drains Directly to _____
	Organic Material		
	Leaves & Brush		Inlet _____ft. away Drains Directly to _____
	Grass Clippings		Inlet _____ft. away Drains Directly to _____
	Street Sweepings		Inlet _____ft. away Drains Directly to _____
	Mulch Storage		Inlet _____ft. away Drains Directly to _____
	Topsoil Storage		Inlet _____ft. away Drains Directly to _____
	Drum & Tank Storage		
	Drums		Inlet _____ft. away Drains Directly to _____
	Waste Oil Containers		Inlet _____ft. away Drains Directly to _____
	Motorized Vehicles		
	Leaf Vacs		Inlet _____ft. away Drains Directly to _____
	Front End Loaders		Inlet _____ft. away Drains Directly to _____
	Fork Lifts		Inlet _____ft. away Drains Directly to _____
	Garbage Trucks		Inlet _____ft. away Drains Directly to _____
	Light/Heavy Trucks		Inlet _____ft. away Drains Directly to _____
	Paving Vehicles		Inlet _____ft. away Drains Directly to _____
	Other		Inlet _____ft. away Drains Directly to

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Equipment and Attachments		
	Snow Plow Attachments		Inlet _____ft. away Drains Directly to _____
	Hydraulic Tailgates		Inlet _____ft. away Drains Directly to _____
	Hoppers/Spreaders		Inlet _____ft. away Drains Directly to _____
	Fork Lift Attachments		Inlet _____ft. away Drains Directly to _____
	Line Painting Equipment		Inlet _____ft. away Drains Directly to _____
	Landscaping Equipment		Inlet _____ft. away Drains Directly to _____
	Trailers		Inlet _____ft. away Drains Directly to _____
	Misc. Metal Storate Parts		
	Scrap Metal		Inlet _____ft. away Drains Directly to _____
	Car/Truck Parts		Inlet _____ft. away Drains Directly to _____
	Household Hazardouw Wastes		
	Acs & Refrigerators		Inlet _____ft. away Drains Directly to _____
	Electronics		Inlet _____ft. away Drains Directly to _____
	Appliances		Inlet _____ft. away Drains Directly to _____
	Other		
	Lead Acid Batteries		Inlet _____ft. away Drains Directly to _____
	Used Tires		Inlet _____ft. away Drains Directly to _____
	Covered Dumpster		Inlet _____ft. away Drains Directly to _____
	Uncovered Dumpsters		Inlet _____ft. away Drains Directly to _____
	Paint		Inlet _____ft. away Drains Directly to _____

Municipal Source Operations		
Street Sweeping Garbage Collection Vehicle Maintenance Vehicle & Equipment Washing Garbage Trucks Street Sweepers Fertilizer Spreaders Asphalt Pavers De-icing Vehicles Beach Maintenance Vehicles Police Cars & Others Small Engines (lawn mowers, etc.)	Where does it take place?	How often?
Street Sweeping Clean Oil Waste Oil	How is it stored?	How is it disposed of?
Bulk Fuel Delivery Vehicle & Equipment Fueling	Rain Shield or Covered?	SOPs in place? Yes No Yes No

Additional Notes:

* Describe storm sewer locations and where they drain.
* Describe site topography and site drainage patterns.

Municipal Stormwater Regulation Program
Maintenance Yard Inventory

Site: _____
Inspector: _____
Date: _____

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Raw Materials		
	Sand		Inlet ____ft. away Drains Directly to _____
	Salt/De-icing Materials		Inlet ____ft. away Drains Directly to _____
	Other		Inlet ____ft. away Drains Directly to _____
	Organic Material		
	Leaves & Brush		Inlet ____ft. away Drains Directly to _____
	Grass Clippings		Inlet ____ft. away Drains Directly to _____
	Street Sweepings		Inlet ____ft. away Drains Directly to _____
	Mulch Storage		Inlet ____ft. away Drains Directly to _____
	Topsoil Storage		Inlet ____ft. away Drains Directly to _____
	Drum & Tank Storage		
	Drums		Inlet ____ft. away Drains Directly to _____
	Waste Oil Containers		Inlet ____ft. away Drains Directly to _____
	Motorized Vehicles		
	Leaf Vacs		Inlet ____ft. away Drains Directly to _____
	Front End Loaders		Inlet ____ft. away Drains Directly to _____
	Fork Lifts		Inlet ____ft. away Drains Directly to _____
	Garbage Trucks		Inlet ____ft. away Drains Directly to _____
	Light/Heavy Trucks		Inlet ____ft. away Drains Directly to _____
	Paving Vehicles		Inlet ____ft. away Drains Directly to _____
	Other		Inlet ____ft. away Drains Directly to _____

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Equipment and Attachments		
	Snow Plow Attachments		Inlet _____ft. away Drains Directly to _____
	Hydraulic Tailgates		Inlet _____ft. away Drains Directly to _____
	Hoppers/Spreaders		Inlet _____ft. away Drains Directly to _____
	Fork Lift Attachments		Inlet _____ft. away Drains Directly to _____
	Line Painting Equipment		Inlet _____ft. away Drains Directly to _____
	Landscaping Equipment		Inlet _____ft. away Drains Directly to _____
	Trailers		Inlet _____ft. away Drains Directly to _____
	Misc. Metal Storate Parts		
	Scrap Metal		Inlet _____ft. away Drains Directly to _____
	Car/Truck Parts		Inlet _____ft. away Drains Directly to _____
	Household Hazardouw Wastes		
	Acs & Refrigerators		Inlet _____ft. away Drains Directly to _____
	Electronics		Inlet _____ft. away Drains Directly to _____
	Appliances		Inlet _____ft. away Drains Directly to _____
	Other		
	Lead Acid Batteries		Inlet _____ft. away Drains Directly to _____
	Used Tires		Inlet _____ft. away Drains Directly to _____
	Covered Dumpster		Inlet _____ft. away Drains Directly to _____
	Uncovered Dumpsters		Inlet _____ft. away Drains Directly to _____
	Paint		Inlet _____ft. away Drains Directly to

Municipal Source Operations		
Street Sweeping	Where does it take place?	
Garbage Collection		
Vehicle Maintenance		
Vehicle & Equipment Washing		How often?
Garbage Trucks		
Street Sweepers		
Fertilizer Spreaders		
Asphalt Pavers		
De-icing Vehicles		
Beach Maintenance Vehicles		
Police Cars & Others		
Small Engines (lawn mowers, etc.)		
	How is it stored?	How is it disposed of?
Street Sweeping		
Clean Oil		
Waste Oil		
	Rain Shield or Covered?	SOPs in place?
Bulk Fuel Delivery		Yes No
Vehicle & Equipment Fueling		Yes No

Additional Notes:

* Describe storm sewer locations and where they drain.
* Describe site topography and site drainage patterns.

Municipal Stormwater Regulation Program
Maintenance Yard Inventory

Site: _____
Inspector: _____
Date: _____

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Raw Materials		
	Sand		Inlet ____ft. away Drains Directly to _____
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	Organic Material		
	Leaves & Brush		Inlet ____ft. away Drains Directly to _____
	Grass Clippings		Inlet ____ft. away Drains Directly to _____
	Street Sweepings		Inlet ____ft. away Drains Directly to _____
	Mulch Storage		Inlet ____ft. away Drains Directly to _____
	Topsoil Storage		Inlet ____ft. away Drains Directly to _____
	Drum & Tank Storage		
	Drums		Inlet ____ft. away Drains Directly to _____
	Waste Oil Containers		Inlet ____ft. away Drains Directly to _____
	Motorized Vehicles		
	Leaf Vacs		Inlet ____ft. away Drains Directly to _____
	Front End Loaders		Inlet ____ft. away Drains Directly to _____
	Fork Lifts		Inlet ____ft. away Drains Directly to _____
	Garbage Trucks		Inlet ____ft. away Drains Directly to _____
	Light/Heavy Trucks		Inlet ____ft. away Drains Directly to _____
	Paving Vehicles		Inlet ____ft. away Drains Directly to _____
	Other		Inlet ____ft. away Drains Directly to _____

Quantity		Pervious/Impervious Surface	Impact to Stormwater
	Equipment and Attachments		
	Snow Plow Attachments		Inlet _____ft. away Drains Directly to _____
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	Line Painting Equipment		Inlet _____ft. away Drains Directly to _____
	Landscaping Equipment		Inlet _____ft. away Drains Directly to _____
	Trailers		Inlet _____ft. away Drains Directly to _____
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	Used Tires		Inlet _____ft. away Drains Directly to _____
	Covered Dumpster		Inlet _____ft. away Drains Directly to _____
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Municipal Source Operations		
Street Sweeping Garbage Collection Vehicle Maintenance Vehicle & Equipment Washing Garbage Trucks Street Sweepers Fertilizer Spreaders Asphalt Pavers De-icing Vehicles Beach Maintenance Vehicles Police Cars & Others Small Engines (lawn mowers, etc.)	Where does it take place?	How often?
Street Sweeping Clean Oil Waste Oil	How is it stored?	How is it disposed of?
Bulk Fuel Delivery Vehicle & Equipment Fueling	Rain Shield or Covered?	SOPs in place? Yes No Yes No

Additional Notes:

* Describe storm sewer locations and where they drain.
* Describe site topography and site drainage patterns.

Employee Training

Borough / Township of _____, New Jersey

Course Topics	Date(s)			Employees Trained
Waste Disposal Education				Public Works Employees
Municipal Ordinances				Code enforcement Local Police Authorities Public Works Employees
Yard Waste Collection Program				Public Works Employees
Illicit Connection Elimination and Outfall Pipe Mapping				Public Works Employees
Street Sweeping				Public Works Employees
Stormwater Facility Maintenance				Public Works Employees
Road Erosion Control and Outfall Pipe Stream Scouring Remediation				Public Works Employees
Maintenance Yard Operations				Public Works Employees
Construction Activity / Post-Construction Storm-water Management in (Re-) Development				Public Works Employees

Sign-in sheets have been attached for each course given.

Employee Training
Borough / Township of _____, New Jersey

Course Topics	Date(s)			Employees Trained
Waste Disposal Education				Public Works Employees
Municipal Ordinances				Code enforcement Local Police Authorities Public Works Employees
Yard Waste Collection Program				Public Works Employees
Illicit Connection Elimination and Outfall Pipe Mapping				Public Works Employees
Street Sweeping				Public Works Employees
Stormwater Facility Maintenance				Public Works Employees
Road Erosion Control and Outfall Pipe Stream Scouring Remediation				Public Works Employees
Maintenance Yard Operations				Public Works Employees
Construction Activity / Post-Construction Storm-water Management in (Re-) Development				Public Works Employees

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Employee Training

Borough / Township of _____, New Jersey

Course Topics	Date(s)			Employees Trained
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Yard Waste Collection Program				Public Works Employees
Illicit Connection Elimination and Outfall Pipe Mapping				Public Works Employees
Street Sweeping				Public Works Employees
Stormwater Facility Maintenance				Public Works Employees
Road Erosion Control and Outfall Pipe Stream Scouring Remediation				Public Works Employees
Maintenance Yard Operations				Public Works Employees
Construction Activity / Post-Construction Storm-water Management in (Re-) Development				Public Works Employees

Sign-in sheets have been attached for each course given.

Employee Training

Borough / Township of _____, New Jersey

Course Topics	Date(s)			Employees Trained
Waste Disposal Education				Public Works Employees
Municipal Ordinances				Code enforcement Local Police Authorities Public Works Employees
Yard Waste Collection Program				Public Works Employees
Illicit Connection Elimination and Outfall Pipe Mapping				Public Works Employees
Street Sweeping				Public Works Employees
Stormwater Facility Maintenance				Public Works Employees
Road Erosion Control and Outfall Pipe Stream Scouring Remediation				Public Works Employees
Maintenance Yard Operations				Public Works Employees
Construction Activity / Post-Construction Storm-water Management in (Re-) Development				Public Works Employees

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Employee Training
Borough / Township of _____, New Jersey

Course Topics	Date(s)			Employees Trained
Waste Disposal Education				Public Works Employees
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Yard Waste Collection Program				Public Works Employees
Illicit Connection Elimination and Outfall Pipe Mapping				Public Works Employees
Street Sweeping				Public Works Employees
Stormwater Facility Maintenance				Public Works Employees
Road Erosion Control and Outfall Pipe Stream Scouring Remediation				Public Works Employees
Maintenance Yard Operations				Public Works Employees
Construction Activity / Post-Construction Storm-water Management in (Re-) Development				Public Works Employees

Sign-in sheets have been attached for each course given.

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____

TRAINING DOCUMENTATION SHEET

Borough / Township of _____, New Jersey

Location _____ Date _____

Class Name _____

Instructor (s) _____

Employee Name	Signature	Title / Dept.

Additional Notes / Topics Covered: _____